

OEA Smart Grid Partners Committee: Terms of Reference

Purpose of the Committee

The Committee will act in an advisory capacity to the Smart Grid Forum in topic areas assigned to it by the Forum. The Forum will present questions and issues on which it would like to hear the views of industry. The Committee may also suggest to the Forum issues for the Committee's consideration.

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The Smart Grid Forum and the members of the Corporate Partners Committee interests are aligned in wanting to see a vibrant smart grid industry built in Ontario. The focus of the Corporate Partners Committee is in helping to identify the practical barriers to implementation and proposing constructive, pragmatic, and cost and time effective solutions for consideration by the Smart Grid Forum and its members.

Membership

The OEA Smart Grid Corporate Partners Committee (CPC or the Committee) members will reflect a cross-section of industry, including systems integration and consulting, distribution system components, communications networks, distributed generation, in-the-home applications, electric vehicles and related services, and advanced metering infrastructure. Membership is typically by invitation, however prospective members may approach the Ontario Smart Grid Forum, the OEA or the Chair of the CPC and request to join the CPC. Such requests are considered by the Chair and Vice-Chair with input from the two sponsoring organizations.

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Non-OEA members

The Committee may include non-OEA members. These Committee members would be encouraged to join the OEA, but OEA membership is not a prerequisite. A list of members is available from the OEA upon request.

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Schedule of meetings

The Committee will meet monthly, in general two week before the scheduled meetings of the Smart Grid Forum. A schedule of meetings will be circulated at the beginning of each calendar year.

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Members' contributions and expectations

The CPC is comprised entirely of volunteers. For the organization to work, we expect members to attend one meeting per month (approximately 2 hours) and perform about four hours of work per month outside the meeting. This work is typically comprised of working with smaller subgroups of the CPC on issues of specific interest. These subgroups typically produce the issue statements, interface with other key stakeholders and attempt to document practical resolutions to problems.

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6/30/2010 - updated draft February 23, 2011

The CPC is focused on effective, inclusive and shared responsibility, and maintaining a pragmatic size for physical meetings and participation. If a member misses three consecutive meetings, that member will be asked to appoint a different member from their organization with bandwidth to participate. If an organization misses five consecutive meetings, they will be removed from the committee.

Liaison and role of staff

Liaison between the Committee and the Forum will be arranged by the OEA and Don Tench from the IESO.

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Conflicts of interest

The Committee will not advocate any particular technology solution or vendor product. Committee members will declare conflicts of interest they may have on any issue and will not participate in the discussion of any such issue.

Confidentiality

The deliberations of the Committee will not be confidential unless the Forum decides otherwise.

Interaction with the Smart Grid Forum

The Committee Chair sits on the Forum presenting results of the Committee's deliberations. In addition, the Forum may ask a delegation, or the whole Committee to participate in Forum meetings or joint Forum-CPC meetings.

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Support

The OEA will provide administrative support to the Committee and will maintain a repository of historical data produced by the Committee.

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